



SOUTHWEST HEALTH AND HUMAN SERVICES  
HUMAN SERVICES BOARD

MINUTES

Date: June 17<sup>th</sup>, 2020

Place: Lyon County Government Center  
Commissioners Room  
Marshall, Minnesota

Opened: 9:00am

Adjourned: 9:34am

The monthly meeting of the Human Services Board for Southwest Health and Human Services was held on Wednesday, June 17<sup>th</sup>, 2020 in the Commissioners room of the Lyon County Government Center at 607 West Main Street, in Marshall, Minnesota. The meeting was called to order by Vice Chairperson Wildermuth. The Pledge of Allegiance was said.

Members present: Jim Salfer  
Charlie Sanow  
Dan Wildermuth

Members on phone: Rick Anderson  
Greg Burger  
Dave Forkrud  
James Jens  
Les Nath  
Lois Schmidt  
Sherri Thompson  
Mic VanDeVere  
Dennis Welgraven

Members absent: Jeane Anderson  
Carol Flahaven  
Joan Jagt  
Steve Schulze  
Corey Sik

Staff present: Carol Biren Kristin Deacon  
Sarah Kirchner Marie Meyers  
Cindy Nelson Tanlee Noomen  
Ann Orren Nancy Walker  
Beth Wilms

Staff present by phone: Monica Christianson

C. **Consent Agenda –**

Vice Chairperson Wildermuth asked if there were any additions to agenda, none given. No conflict of interest. Vice Chairperson Wildermuth asked if there were any changes to be made to the May 20th, 2020 Board Minutes. Motion made by Sanow second by Nath: To approve the complete agenda and Board minutes as presented. Roll call taken for any members opposed. Hearing none motion carried unanimously.

D. **Introduce New Staff:**

Director Wilms indicated that due to COVID-19 the Agency will not be introducing new staff at this time.

E. **Employee Recognition:**

Director Wilms indicated due to COVID-19 staff are not present to accept recognition; she then listed the employees to be recognized at a later date. Emily Ellefson, 1 year, Eligibility Worker, Marshall; Mariah Cleppe, 5 years, Social Worker (CP), Marshall; Diana Meaden, 5 years, Social Worker (CMH), Slayton; Connie Seaman, 5 years, Accounting Technician, Redwood Falls; Jill Toering, 5 years, Social Worker (LTC), Luverne; Kristin Malin, 15 years, Social Services Supervisor (CP), Marshall; Lori Everett, 20 years, Social Worker (LTC), Slayotn; Ann Guttormsson, 20 years, Eligibility Worker, Marshall; Roxy Rose, 30 years, Case Aide, Redwood Falls.

F. **Financial –**

Director Wilms asked Sarah Kirchner, Fiscal manager, to come forward and present the financials. The month of May started out with a beginning balance in checking of \$2,029,891 and ended at \$2,012,621. No county levy funding was received in May, but we have since received HS levy funding from Redwood & Lyon county totaling \$3,394,327.21 so far in June. Last year the Agency recieved the 1<sup>st</sup> half from Murray and \$1,000,000 from Lyon in May totaling \$1,656,627. The Agency ended May with an overall cash & investment balance of \$3,544,282. When excluding the designated funds, the ending balance for the month was \$1,980,636. The self-insurance fund was at \$1,216,444 as of May 31<sup>st</sup>, 2020. As of today that fund balance is \$1,218,000.00. Fund Balances: Fund 01 (PH) \$2,302,678.55, Fund 05 (HS) (\$322,039.73). Now looking at the numbers from a budget perspective. Ending May **Public Health** was 9% OVER budget for revenues. PH was 1% UNDER budget for expenditures. Overall the revenues are exceeding expenses by \$391,681.13. Ending May **Human Services** was 17% UNDER budget for revenues. HS was 2% UNDER budget for expenditures. Overall expenses are exceeding revenues by \$4,203,422.53. The Agency should be seeing half of the levy funding come in in the next month totaling about \$5,600,000. Target date for receiving 2021 allocations is June 22<sup>nd</sup>. Starting work on 2021 budget now. Not planning to meet with all supervisors and Division Directors in person as normally done. Will be sending out reports for them to work on and will be in touch with them via phone as needed. Will also be working with the executive team and Finance Committee to determine major purchasing and staffing needs. Will also be watching the CARES Act funding and how that will impact counties and potentially SWHHS. Update on Agency vehicles. The Agency has rolled out eight of the 23 new vehicles so far. Three

more Malibu's have been delivered and will be ready for use the end of this month. Motion by Sanow second by Nath: To move the financials to the Governing Board. Roll call taken for any members opposed. Hearing none motion carried unanimously.

**G. Caseload –**

Vice Chairperson Wildermuth asked if there were any comments or concerns about the caseload. There was discussion on House File 11 regarding health and human service waivers.

**H. Discussion/Information –  
None**

**I. Decision Items –  
None**

Vice Chairperson Wildermuth asked if there was anything further to bring to the Board. Hearing nothing, he adjourned the meeting at 9:34am.

Approved Date \_\_\_\_\_

Authorized Charles Sanow for Dan Wildermuth  
Chairperson, Human Services Board

Janeke Rose  
Recording Secretary, Human Services Board

Attest: Beckmire  
Director